Lakeland College Expense Disclosure
Sumner, Todd
VP, Academic & Research
Aug-23

1) Travel Expenses and Professional Development

This includes all reimbursable expenses for travel activities while on College Business, attendance at and/or presenting at conferences, participating with professional organizations, and participating in professional development.

* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc.
** "Meals" and incidentals are reimbursed on a per diem basis while on business travel
*** "Other" includes conference and professional development registration fees, and other miscellaneous travel expenses

Dates:	Destination	Purpose	Airfare	Other Transportation *	Accommodation	Meals **	Other ***	Total	Expense Report ID
August, 2023	Lloydminster, AB	Meetings and events; 2 trips		131				**131**	40740
August 15-16/23	Grande Prairie, AB	Vice President's meeting/CAQC submission working session	515	36	190	88		**829**	40661, 40740, 40879
22-Aug-23	Bonnyville, AB	AB Hub meeting, labour and apprenticeship		115		12		**127**	40740
31-Aug-23	Kitscoty, AB	Senior Leadership Team meeting		36		12		**48**	40740

2) Hospitality Expenses

Lakeland College Policy provides for hosting expenses to be reimbursed for College business activity
Business activity can include meetings with external parties(Ex) and LC employees (Int).

Dates:	Purpose	Location	Amount	Expense Report ID
none				
		Total	-	